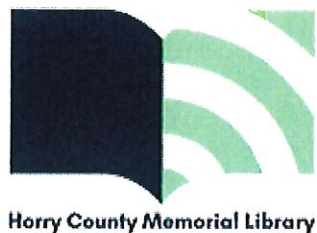


## **Horry County Memorial Library Board of Trustees Meeting Agenda**

**Thursday, January 26, 2023, 4:30 p.m.**  
Horry County Government & Justice Center  
Multi-purpose Room D  
1301 2<sup>nd</sup> Avenue, Conway, SC 29526



- I. Call to order
- II. Pledge of Allegiance
- III. Public Input
- IV. Approval of Minutes: Regular Meeting, October 27, 2022
- V. Library Administration Building Update
- VI. Director's Report
- VII. Executive Session
- VIII. Adjourn

Please contact Library Administration if you are unable to attend.

Library Administration 843-915-5285 [hcmladmin@horrycounty.org](mailto:hcmladmin@horrycounty.org)

**Next Board Meeting: March 23, 2023, 4:30 p.m.**

Horry County Government & Justice Center  
Multi-purpose Room D

**Horry County Memorial Library Board of Trustees**  
October 27, 2022

The Horry County Memorial Library Board of Trustees held their monthly meeting on Thursday, October 27, 2022 commencing at 4:30 pm at the Horry County Government & Justice Center, Multipurpose Room D, 1301 2nd Avenue, Conway, SC 29526

**Board members present:**

Betsy Fay (District 2)	Brenda Blanton Little (District 8)
Karyl Brown (District 3)	Teresa Moise (District 9) – Chairperson
Marjorie Thompson (District 4)	Ronald Hughes (District 11)
Gini Ingram Abee (District 5)	

**Board members absent:**

Vacant (District 1)	Joan Giles-Resigning (District 7)
Sarah Fry (District 6)	Vacant (District 10)

**Staff present:**

Tracey Elvis-Weitzel, Director  
Lynn McKiernan, Assistant Director  
Barry Spivey, Assistant Administrator Horry County

- I. **Call to order- Pledge of Allegiance:** Chair Teresa Moise called the meeting to order at 4:30 pm. The Pledge of Allegiance was recited.
- II. **Public Input: (none)**
- III. **Approval of minutes, regular meeting, September 21, 2022:**  
**MOTION:** Gini Ingram Abee moved to approve minutes and Betsy Fay Seconding.  
**MOTION CARRIED.**
- IV. **Library Administration Building Update:**  
The Horry County Director of Maintenance and Construction met with Paul Doyle from Doyle Architecture. They put together a Request for Proposal (RFP) for windows and hope to post it shortly. By separating the window project, the hope is to remove some of the uncertainty from the bid of the main project.
- V. **Directors Report:**  
Director Elvis-Weitzel submitted a written report. She highlighted a few items for her written report, including:

**Staffing updates:**

- The following positions are vacant and interviews were conducted.
  - Bookmobile-Fulltime Library Assistant
  - Conway Library-Full and Part-time Library Assistants
  - Socastee-Part-time Library Assistant
  - Surfside Library-Fulltime Library Assistant
- There are a few additional positions that will be posted and filled.
  - Green Sea Floyds Library – Youth Services Library Assistant
  - Surfside Library – Part-Time Library Assistant

Item VI

**Director's Report, October/November/December 2022**  
Meeting Date, January 26, 2023



**Request for Approval:**

1. Regular Meeting Minutes: October 27, 2022

**Next Meeting:** Thursday, March 23, 2023, 4:30 p.m.  
Horry County Government & Justice Center  
Multipurpose Room D

**I. Updates**

**Library Administration Building Update:**

John Barnhill, Director of Horry County Construction and Maintenance states the following:  
*"We have the window RFP with Procurement now. We should have the pricing back mid-February."*

**Thompson Bequest Financial Update:**

Attached

**Staff Updates:**

**Added Employees**

*Bookmobile:* Kaylan W. (Library Assistant, FT), effective 10/24/2022  
*Socastee:* Jennifer J. (Library Assistant, PT), effective 10/24/2022  
*Conway:* Charles J. (Library Assistant, PT), effective 10/24/2022  
*Conway:* Sheryl S. (Library Assistant, FT), effective 11/14/2022

**Withdrawn Employees**

*Green Sea-Floyds:* Library Assistant, FT, effective 10/7/20202, moved  
*Surfside:* Library Page, effective 11/18/2022, health reasons  
*Socastee:* Library Assistant, FT, effective 11/30/2022, new job  
*Administration:* Library Substitute, effective 12/16/2022, moved

**Employee Transfers**

None

**Employee Promotions**

None

**FMLA (Family Medical Leave Act)**

**Employee 1**

Intermittent Leave for Personal Medical; expires 2/9/2023

**Light Duty**

One; expires 1/15/2023, extended until 3/15/2023

**II. Library Visits (October 1- December 30, 2022):**

Tracey Elvis-Weitzel

**October**

10/19: Technical Services - Staff visits; job duties  
10/20: Conway Library - Manager's Meeting; Staff visits  
10/27: Green Sea-Floyds - Meeting with Little River Medical; Staff visits

## December

- 12/1: AT&T Fleet Complete Demo (Tracey/Lynn)
- 12/1: Aynor High School Parent Conferences Outreach (Tracey/Lynn)
- 12/6: Collection Maintenance with Selectors (Tracey/Lynn)
- 12/6: SC Association of Public Library Administrators (Tracey)
- 12/6: Intellectual Freedom Class (Tracey)
- 12/6: Horry County First Steps Annual Board Meeting (Lynn)
- 12/8: Honors Breakfast for Staff (Tracey/Lynn)
- 12/13: Job Description Updates (Tracey/Lynn)
- 12/13: Beanstalk Summer Reading Program Demonstration (Tracey/Lynn)
- 12/14: SC Assistant/Deputy Director Meeting (Lynn)
- 12/15: Manager's Meeting (Tracey/Lynn)
- 12/20: Adult Services Meeting (Tracey/Lynn)
- 12/21: Policy and Procedure Updates

## IV. Closed Days

- 11/11-12/2022: Veteran's Day Closings
- 11/24-26/2022: Thanksgiving Closings
- 11/25/2022: Close at 5:00 pm for Thanksgiving
- 12/19- 22/2022: Close at 5:00 pm for December Holidays
- 12/23-27/2022: Christmas Closings
- 12/28-30/2022: Close at 5:00 for December Holidays
- 12/31/2022 & 1/2/2023: New Year's Closings

## V. Other:

- *Mileage Reimbursement:* If the Board of Trustees would like mileage reimbursement for the first two quarters of FY23, forms are attached. Please send them to Library Administration and we will process promptly. If you prefer, you can submit all mileage at the end of the fiscal year.
- *Vacant Positions:*  
The following vacant positions will be posted soon:
  - o Carolina Forest: Youth Services Librarian (new position)
  - o Socastee: Library Assistant (FT)
  - o Technical Services: Library Assistant
- *Hungry for History Marker at Loris Library:* The marker will be unveiled on Thursday, February 9 at 12 pm. All Board of Trustee members are invited to the ceremony and chicken bog samples following. Many thanks to Susan Platt, Chairperson of the Historic Preservation Committee, and Lou Conklin, Senior Planner with Horry County Planning and Zoning, for spearheading this project and bringing this piece of history to the City of Loris and Horry County Memorial Library - Loris.
- *StoryWalks:* First Steps of Horry County presented Horry County Memorial Library with a grant in the amount of \$8,823.00 to be used to install a StoryWalk in the City of Conway. The director and assistant director have spoken to Ashley Smith at City of Conway Parks and Recreation. We would like to install the StoryWalk at Collins Park on 16<sup>th</sup> Avenue in Conway. The City of Conway will be responsible for installing the posts. Horry County Memorial Library will be responsible for changing out the stories on a monthly basis. Mr. Smith is also interested in more StoryWalk installations throughout Conway. The director and assistant director are writing a \$50,000 Impact Grant from the SC State Library in hopes of funding additional projects in other parts of Horry County.
- *Endowment Funds:* The Director and Assistant Director asked library staff for ideas for the use of the Endowment Funds. Many ideas were discussed. Staff are hoping for a purchase to impact all communities in Horry County. The feeling is that since monies have been contributed from many citizens across Horry County, the purchase should be something beneficial to all communities served; a purchase to honor all who have donated to the fund.

- The Junior and YA book collections showed an increase across all areas. Staff noticed several new families in the library in search of books for their school age students.

#### **December**

- Aynor Library hosted Patron Appreciation Day. The Friends of the Library worked as a group and provided a beautiful selection of treats for staff and patrons to enjoy. 27 patrons took the time to indulge in the offerings. With a fireplace blazing on the TV, and holiday music playing throughout the library, it was a very enjoyable time. Staff is considering a live music option for next year.
- Santa visited the library. Santa had a wonderful time talking with the children after storytime and taking pictures with each child. Staff also had a green screen set up for the children in case they weren't quite ready to visit Santa in person.
- The Library offered passive events like yoga and holiday movies the week before Christmas. 18 patrons participated during the month.
- The library was contacted by a hospice company to put a box for "Stockings for Veterans" at the Aynor Library. There were 2 pickups with lots of goodies and cards for the Veterans.
- Staff noticed more reams of copy paper left in the work room than normal. There was substantially less printing this month by public and staff.
- There was a decrease in door traffic this month. Fewer programs, the Christmas holiday, and regular illness has kept many away from the library.
- Staff noticed circulation was down this month. This was directly impacted by fewer people visiting the branch.

#### **Bookmobile**

##### **October**

- Staff held interviews for the library assistant position. A candidate was chosen and accepted the job.
- The bookmobile schedule has been updated to include more programming.
- The Bookmobile has partnered with Horry County First Steps to provide literacy activities to their 4K Program attendees.
- Circulation has increased on the bookmobile even though an assistant was on board until the end of the month. That can be attributed to the fact that the Bookmobile went out more with other staff and subs.

##### **November**

- Staff planned the storytimes for the coming year. 10-15 books have been chosen per month. The different crafts and the songs have also been planned.
- The new library assistant has completed onboarding training with the manager.
- Quotes were obtained to have the Bookmobile rewrapped.
- Final touches have been added to the new schedule for the beginning of 2023.
- Circulation is down from last month, and could be due to being off the road some days and the holidays. Foot traffic was also down. However, circulation numbers were up from last year.

decided to come every week. Some of the services provided include Veterans Services, Family Support Services, and Basic Needs Assistance.

- Staff has been planning for outreach to the community beginning with the afterschool children's program at the community center. The daycares have also started coming back to storytime.
- Staff has noticed the homeschoolers attendance has increased, so the Youth Services Assistant are planning more programs for them. The feedback from them has been extremely positive.
- Staff is also planning a teen geared program in the near future that includes video games and non-cooking crafts.
- Bucksport staff won first place with the Halloween costume contest.
- Several patrons have commented on how lovely the library is decorated. Staff try to change the décor for each season and holiday.
- The Reference Librarian from Bucksport Library's sister branch has been coming to help with weeding and discarding materials.
- The Youth Services Library Assistant will be graduating from USC in December with a MLIS degree.

#### ***December***

- Mrs. Claus came to read to the children, which the children adored. There were plenty of goodies and snacks for the patrons.
- Christmas movies were played every day for patrons to sit and watch, which they enjoyed.
- The Bucksport library will be offering basic computer classes again through Horry County Adult Education This is a greatly needed service in the community as several patrons have asked for it.
- Staff has set goals for the coming year. Staff will be focusing on areas that are most needed for the community, such as adult literacy and financial needs just to name a few. Several resource providers have reached out and are willing to come help with various issues.
- A regular patron that comes in with her book list has told staff she likes the VIP treatment she receives every time she comes in.

#### ***Carolina Forest Library***

##### ***October***

- Starting October 24<sup>th</sup>, the library began hosting early voting for the Midterm elections. Voting will run until November 5<sup>th</sup> and is from 8:30am to 6:00pm, Monday through Saturday. Voting has been extremely busy. In the month of October, over 6,400 people voted in our large meeting room. Many voters visit the library afterwards and register for cards. Due to this, we created 336 new library cards this month, a 136% increase from this month last year. Early voting also generates more reference and directional questions about registering to vote, voting requirements, and candidate information, which has kept staff very busy.
- In October, staff decorated the library with fall leaves, pumpkins, lights, and Halloween inspired book displays. Customers have commented on how nice it looks and how festive it feels.

### **November**

- Early voting continued in the beginning of November in the large meeting room.
- Staff are busy preparing for holiday programming and decorating. They are excited to have many of our usual holiday programs, such as Breakfast with Santa, back this year, with less COVID restrictions and concerns.
- The greatly anticipated building of the Senior Center next to the library has begun. The building will be situated on the empty space next to the library courtyard. Upon completion, the Senior Center will offer great opportunities for library outreach. Many patrons have expressed how happy they are that the Center will be so close, but a few have also expressed concern about the noise that construction will bring.
- With the success of the Coastal Carolina University's Waccamaw People presentation in October, the CCU History Department has reached out with an interest in partnering with the branch and conducting outreach at the library. We have planned four history lectures by professors in the upcoming new year.
- Early voting once again continued to contribute to an increase in library usage, though circulation and new cards were not as high as last month. Reference questions increased (336 questions this month compared to last month's 248), especially on Election Day as patrons were confused about where they should vote since Carolina Forest is not a polling place on Election Day. Many people were confused about this during previous early voting as well.
- The Branch Librarian brought back painting classes after receiving requests from patrons to start them again. Watercolor and acrylic classes will alternate each month. The watercolor class this month had 4 participants out of a possible 5.
- The Cookbook Club is developing a steady following. Six people attended this month. Each person chose a dish to prepare from a pumpkin cookbook and brought it in to share and discuss.
- The Reference Librarian will be graduating with a Master's in Library Science degree in December.

### **December**

- The branch had to close unexpectedly on December 7<sup>th</sup> due to the discovery of an undetonated ordinance in the construction area of the new Senior Center.
- In December, staff decorated the entire library with Christmas trees, lights, and assorted holiday decorations. They put up a very informative and visually appealing display in the vestibule display case. It featured information about Kwanza, Hanukkah, and Christmas and consisted of lights, books, and various decorations. A customer who celebrates Hanukkah commented to multiple staff members that she was very touched to see Hanukkah decorations and to feel included.
- This December was the first December, since the pandemic began, that all normal holiday programming could be brought back. Staff and patrons were very excited for the return of some of their favorite programs.
- Overall, most of December was very quiet and calm compared to previous months. Staff spent the extra time planning and thinking about programs for the

- For Halloween, Conway Library Staff decorated both floors, set up a photo booth in the lobby, dressed up like the characters from the movie, Despicable Me, put together bags of goodies for all children who came to the library on the 31st and set up craft stations around the children's room.
- Conway Library staff won the Library Halloween Costume Contest group prize for the second year in a row.
- St. Paul's Day School started coming to the Library again as of October 7th. The three and four-year old classes visit each Friday at 9:30 am for storytime, then each child checks out a book.
- Discovery Kit circulation doubled from September to October. Although all of the kits housed here at Conway are in circulation, Discovery Kit signs remain prominently displayed by the front entrance. This is steadily increasing patron intrigue and resulted in more kits being placed on hold.
- Patrons seemed very interested in what was going on in the library on Halloween, but when the day came we were pretty slow compared to other Mondays in the month. It was surprising to staff, but the children who came in on Tuesday were delighted that we still had candy to give out.
- All children's materials, with exception to Early Readers and Graphic Novels, saw increases in circulation this month. If the decline continues to be a trend, staff will find creative ways to draw attention to them or move the collections to more prominent shelving.
- Youth Services staff set up a monthly scavenger hunt. This month, Halloween ghosts were placed all around. 184 children participated.
- A table was set up in the children's room with various monster bodies, mouths and eyes. Kids constructed monsters, colored them and brought them to library staff. The spooky creations decorated the windows in the storytime room. 120 monsters were created
- The Branch Librarian received several comments this month about how this is their favorite branch, and that staff are always so kind and helpful.

### **November**

- Youth Services staff hosted two field trips from Pee Dee Elementary this month. Each field trip had over 80 children, so staff split the large groups into two. While one group was taking a tour of the library and doing activities in the meeting room, the other had storytime in the children's room, then they switched.
- Conway Youth Services staff participated in two outreach events this month, partnering with Horry County Schools. Between the Out to Read Night at Pee Dee Elementary and Conway Middle School's ESOL Night, 221 people were reached.
- It was reported to management that all of the Thanksgiving books put on display at the beginning of the month were checked out within the first two days.
- Conway Library is now fully staffed. Sheryl S. transferred from Voter's Registration and joined Conway staff on November 14<sup>th</sup>.
- There was a jump in new library cards made on November 6<sup>th</sup> and November 8<sup>th</sup>, while the circulation stats remained the same. This was due to our Friend's book sale and voting. Staff reported patrons saying they had never been here, but decided to come in, get cards and walk around the library.



were taught about the use of clove apples for preservation. For decoration in their homes, students made their own clove apples. Later in October, they learned more about pioneer harvest and students made corn husk dolls and butter.

- The Fall Paint and Design Class drew a sizable turnout. Students and adults alike had the chance to paint pumpkins on canvases. Additionally, staff visited the Horry County Council on Aging for a painting and design class.
- Staff gave students the chance to learn about fundamental job-search techniques in the Adulting 101 program. Students learned how to prepare for a job interview, compose a resume and cover letter, and dress professionally. Pizza was served to all who participated.
- Many thanks to Aliyyah from Conway Library for helping with the DVD rotation in October.
- Staff hosted a number of spooky events for library visitors. One of the most popular events was the Spooky Science Party, where guests could disintegrate terrifying hands, "blow up" pumpkins, and create witches brew.
- The Retro Games Discovery Kit was taken to the Horry County Council on Aging. The seniors thoroughly enjoyed playing with the toys and learning about the history of the toys. A discussion was had about the activities and toys the seniors played as children.
- Staff was happy to have several trick-or-treaters at the library.
- Staff is appreciative for the subs who have been available to help at Green Sea-Floyds Library.
- There were 175 people present at The Friends of the Library's Fall BBQ Fundraiser.
- The AWE Computer logged 18 sessions with 369 minutes of computer use. This was an increase from September's usage.

### **November**

- The Green Sea Floyds Library has partnered with Little River Medical Center. The mobile medical bus can be found at the library every Monday from 8:30 to 6:00 PM. The mobile medical bus is being used for regular Little River Medical Center patients as well as new patients. In addition to treating sick walk-in patients, they also schedule appointments for both adults and kids, give vaccinations, and help with issues like diabetic care. In November, they saw 34 patients, and they're getting ready for a "check-up blitz" in December and January.
- The month of November was spent preparing for Thanksgiving. The Homeschool Meet Up group read the Nancy Drew book *Turkey Trot Plot*. Students gained investigative skills by working through tangram puzzles and learned about fingerprinting. To identify the flavor, they also used a magnifying glass to analyze Jelly Belly jellybeans. The group gathered to discuss the book after finishing it.
- Library staff offered two Paint & Design workshops in November. One was created with for children and they painted turkeys. Adults used two mediums to make holiday door signs. They used the *Cricut* to cut out vinyl and then applied it to their painted background. The door signs were great and one patron even purchased their own *Cricut* machine and door rounds to continue the project from home.

the chance to enter a competition. Additionally, they enjoyed playing Minute-to-Win It games and engaging in a snowball fight with Buddy the Elf.

- The Kindred Spirits Book Club hosted a Cookie Exchange with the seniors at the Horry County Council on Aging. The book club made well over 1200 cookies to share. Two members of the book club and Friends of the Library dressed up as Mr. & Mrs. Claus which brought added joy to an already festive event.
- Staff was contacted by Horry County Disabilities & Special Needs of Loris. After speaking with the site Manager, the Library staff invited the adult students to come and visit the library. She read a book, introducing patrons to the library and then taught students how to paint a tree. Participants were a delight to work with. Staff look forward to seeing them on Fridays in 2023.
- The Holiday Drop-in was a delicious way to thank the patrons from Green Sea-Floyds for a great year. We had treats and plenty of laughter, and music.
- To close out the holiday season, the Horry County Council on Aging invited staff to join in a delightful lunch and celebration. Library staff played the Christmas Tree Trivia Game and The Candy Passing Game to the enjoyment of the seniors.
- While reviewing daily stats, staff noticed that Mondays and Thursday were the busiest days at the library. On Monday, staff encourage the Homeschool Meet Up parents to check out and return books.
- The Library Manager was invited to participate in Career Day at the Green Sea-Floyds Elementary School. She printed 300 library card applications and distributed them. Melissa also read stories and answered questions about the library. Several students visited the library because they were eager to discover what the library has to offer.
- The AWE Computer logged 5 sessions with 90 minutes of computer use. There are plans to promote the AWE Computer station more in January.

#### ***Little River Library***

##### ***October***

- October was a fun month of celebrating Fall by bringing out the scarecrows, pumpkins, Halloween goblins and a staff costume contest.
- Adult crafts were super exciting. The participants made wine cork pumpkins and a burlap rope door wreath.
- OLLI of Coastal Carolina University was the business representative for the display case for the month of October.
- Fall Fest proved to be fun with storytelling, games, cookie decorating, musical chairs and treats.
- Statistics for checkout, check-ins and new cards continue to show a steady increase.
- Self-checkout and public computer statistics show a minimum decrease, but a steady overall total.
- Public printing shows an increase from September's stats.

##### ***November***

- Veterans were honored and recognized by the contents of the display case.
- A Medicare representative presented sessions providing information about Medicare and its benefits.

- Checkouts in almost every category were down from the previous month, and many were also down from the previous year; most significantly in the categories of Easy Readers, Juvenile Easy, and Adult Fiction. Although there was a good response to the 31 Days of Halloween Reading Challenge, fewer books were checked out by the kids and/or their parents.
- The Library Manager sent an email to children's author Pamela Munoz Ryan, requesting a signed copy of her book, *Riding Freedom*, for a new patron. She responded and sent a signed copy free of charge. Staff presented the book to the patron. In return, he gave us a copy of the book, *Inherit the Stars*, by James P Hogan.

### **November**

- Staff visited Loris Elementary on November 7 as part of Community Helpers Day for the child development group. Loris Elementary has 3 preschool classes and a story about community helpers was read and a movement and music activity done with each group.
- One of the Friends of Loris Library contacted the Library Manager to ask if the library would be able to display some art work created by a local artist. A display was set up in the center of the library. Response was very favorable and reporters for the Loris-Tabor Tribune came out to get photos and do a story about it.
- Foot traffic has decreased, and with it, so have circulation statistics, as well as computer usage and printed pages. Many regular, dedicated patrons are still coming in frequently and checking items out, and the Holds section stays full, but overall, fewer people have been coming in. While the counts for computer usage and printed pages are down, people coming in to use those services have required much more assistance.
- There was an increase in adult fiction and new book checkouts, as well as in audio books, as compared to last month. In addition, adult fiction and new book checkouts were up from November of the previous year.
- Staff continue to plan activities and challenges to foster interest in reading and to boost circulation.

### **December**

- The Loris Book Club held a pot luck lunch on December 9. Members present discussed December's selection, *The Noel Stranger*, ate, and then voted on the mystery selection for January.
- The library's STEAM event was held December 15; there were 3 in attendance
- The library's Toys for Tots box filled up quickly and staff would definitely like to participate again next year.
- Having Santa and Buddy the Elf on the same day was a huge success. Two local daycare centers visited the library for the first time since the COVID pandemic. The children were excited and extremely well-behaved. There were 58 children and 10 adults in attendance.
- Even with holiday hours and reduced foot traffic, it was gratifying to see that checkouts were up from November. There was a 59% increase in DVD's (Loris collection), and a 100% increase in graphic novels. Although attendance for the Graphic Novel book club has not been what was hoped, there are patrons who

- The Branch Librarian has initiated staff re-training on reference transactions and statistics. According to library procedure, many transactions each day are going unreported. Staff will continue to train and remind each other to record transactions until statistics better represent the daily interactions.
- Circulation for Westerns continues a pattern of decline (YTD -57%), with LP Westerns continuing to increase (YTD +89%). Rather than popularity of Westerns declining, awareness of LP Western occurred after placing the collections next to each other and using an endcap for LP Westerns. The same does not hold true for LPSF (YTD -30%), a handful of which are "lost" at the end of the SF section. Staff will move them to the end of LPM and observe any changes.
- Storytime attendance continues to grow and is the highest it has been since before COVID. The staff has been exceptional in incorporating sensory activities into storytimes, and the children are thoroughly enjoying the variety of experiences, from Jell-O to pumpkin seeds to rice to bumpy squash. Staff is still pursuing training on how best to include small children with significant spectrum disorders.
- The Fall Family Fun Day exceeded expectations with a total of 55 children and parents in attendance. Children painted pumpkins, decorated cookies, and created masks. Families migrated from the meeting room to the children's area to check out books, play games, and make projects at the art cart.
- Library staff incorporated the Play-Doh, Sensory, and Measurement kits in October programs. Children get very excited about Play-Doh and stay extra-long to play! The Measurement Kit was used in a storytime sensory activity involving baking soda and vinegar to make a "witches brew."
- Art Cart participation increased from 13 in September to 21 in October, with participation steadier in the afternoons than in the morning sessions. Staff will continue to observe as word spreads.
- Build-a-Rama is predominately LEGOs for the time being until the Youth Services position is filled and new staff onboarded. Six people participated in October's passive program.
- Read to the Dogs is regularly attended. Penny or Wadsworth come in for kids to read with; October saw 12 attendants.
- One storytime mother said they love coming to our library because "it's so inviting and so welcoming." A different nine-year-old patron told her mom after finding all the Goosebumps books, "I LOVE this library! Well, I love all libraries, but this one might be my favorite."

### **November**

- Youth Services staff established communication with a homeschool co-op and planned a botany program for a group of 30 K-12 students. Parents were impressed and complemented staff that the program was "perfect for the range of ages." Lesson plans included the following:
  - Large-screen projection of Pumpkin Jack story time to demonstrate hoopla resources and the library's pumpkin life-cycle experiment
  - Resources and videos to demonstrate databases
  - Creating Playdoh models of bean germination, using the library kit
  - Using microscopes to view plant matter and butter beans, using the library botany kit

- Staff prepared additional passive and non-passive programs for the student holiday. Attendance demonstrates interest and participation in these programs. When shared on local social media parent groups, registrations filled quickly and programs were waitlisted. Participant ages showed interest for preschool ages, rather than school-aged children, contrary to expectations.
- Art Afternoon – making snow globes turned out to be a much quicker project than anticipated, so staff adapted with an impromptu board games time in the children's area afterward, which was a big hit for kids and grownups.
- The Youth Services Library Assistant is starting MLIS classes at Valdosta State University.

#### **Socastee Library** **October**

- Socastee Library has had an average of 208 patrons a day for the month of October 2022.
- Socastee Library hosted the 1<sup>st</sup> Annual Local Artist Display with 24 local artists displaying their work in the lobby display case.
- Staff is planning another art display in April 2023 to celebrate National Autism Awareness Month.
- Jennifer J. was welcomed to the Socastee Library team as a Library Assistant – Part Time. She is a joy to have on staff.
- The Key Club from Socastee High School visited the library in October and hosted a Halloween Story time with crafts and treats for all the children in attendance.
- Socastee Library changed the way statistics on room usage are kept. A form is given to each person/group for them to complete and return when they are finished using the room. This change has provided a clearer understanding of who is using the room and a more accurate count. It has also improved the accuracy of monthly room and program statistics.
- Socastee Library issued 152 library cards during the month of October which was a 5% decrease from September (162).
- In October, 1324 items were checked out using the self-checkout machine.

#### **November**

- Staff created a fantastic Veteran's Day display in the lobby of Socastee Library. Local veterans who visit the library were asked for pictures of their military days and a current day photo. An "America's Table" display was also placed in the lobby for all to see.
- A "Pine Needle Basket Making" class was held and proved to be very successful with ten attendees.
- The Reference Librarian created a board asking Socastee patrons what programs they would like to see at their library. The results were fantastic.
- Socastee Library issued 137 library cards during the month of November which was a 12% decrease October. However, it is an increase of 25% from last year.
- In November, 1247 items were checked out and 37 renewals using the self-checkout machine.

- Tuesday market days and our FOSL Book Sale continued to bring in increased traffic on select Tuesdays and during mid-October.
- Warmer weather during the month also assisted with the increased circulation of State Park Passes, with many patrons stopping in to just checkout a pass.
- The library sees approximately 29 average daily computer sessions during the week with an average of 12 on Saturdays.
- The library still continues to see 5-7 laptop users spread out across the non-fiction and young adult areas using the library's free Wi-Fi, for several hours each day.
- Most popular circulating print collections for October were New Books (1,843), Adult Fiction (1,720), Junior Everybody Books (1,194), Mystery (736) and Junior Fiction (654). Many of the new books were placed on the Autumn Fiction display which helped increase their circulation.
- Display case exhibits:
  - Theodosia Burr Daughters of the American Revolution History.
  - Travel in Place.
- October book displays included the following:
  - Children & YA: SC Book Award Nominees, Voting, Halloween, Express Your Gratitude, New Releases, and Fall themed books.
  - Adult: Autumn Fiction, SC Authors, SC Cookbooks, SC local nonfiction, Halloween mysteries, Diabetes cookbooks, Beach Reads, Ghost Tales and Horror Fiction.
- Google reviews: two five-star reviews from Kevin K. and Hannah J.
- Comments from feedback card:
  - *"My library connects me to college. I used to be a homeless wanderer, but thanks to HCML I now have permanent housing and am in college."*

### **November**

- Surfside management staff conducted interviews for the part-time library assistant position. The new hire is tentatively scheduled to attend orientation in early January 2023.
- Surfside Youth Services staff have been incorporating adventure packs and marvel kits into featured programs and storytimes. Staff promotion and use of the adventure packs has helped to create a 150% increase in their checkouts from last year and a 10% increase in circulation from last month.
- 144 new library cards were issued which was a 28% increase from last year. Of those, 12 were non-resident cards. Based on the 16 scheduled one-on-one technology sessions and the 26 impromptu tech sessions, it is surmised that many new users are accessing our downloadable content.
- The monthly NASA talk has been growing attendance over the past few months with several homeschooled students attending. The Branch Librarian was able to promote the Astronomy Discovery Kit during the event.
- The Surfside Youth Services staff implemented four different activities for children including a Read to the Dogs session, a Turkey Gobble Dance Class, an Art Class, and a Build-a-Rama to encourage children to visit the library while school was closed due to Election Day. A total of 48 participants enjoyed activities throughout the morning and afternoon of November 8.
- Staff created two holiday themed Take and Make Activities ready to distribute on December 1 as part of the Surfside Beach Library Holiday Open House

- Children and families were thrilled to have Santa Claus visit the Surfside Beach Library. Families enjoyed holiday stories, crafting, breakfast treats and one-on-one time with Santa as well as making the library part of their holiday memories.
- During the Holiday Open House, Take and Make Kits were distributed which included 24 upcycled bulb ornament kits for adults and 30 candy cane experiments for children.
- Traffic, new library cards and (non-library) community room usage all increased from December 2021. About half of the community room usage is attributed to Horry County and Palmetto Literacy Councils providing one-on-one tutoring services to local school children.
  - The increase in the above trends can be attributed to an ease in COVID restrictions, individuals' comfort in returning to the area post-COVID and resumption of more normal habits.
- Library circulation statistics were impacted by the holiday closures and the town's Christmas parade with a decrease in checkouts and check-ins. It is surprising to find that snowbirds and new residents will procure a library card but not necessarily checkout items the day of receiving their new card.
- Computer usage was only down by 9 sessions from last year but up from last month due to more guests needing quick and efficient access to printing services-averaging about 27 weekday sessions.
- Four one-on-one sessions and 18 impromptu device advice sessions were provided this month.
- Most popular circulating print collections for December were New Books (1,656), Adult Fiction (1,355), Junior Everybody Books (889), Mystery (629) and Junior Fiction (506). The top five circulating collections remained consistent over the past several months.
- An increase in circulation of Large Print Mystery, Large Print Science Fiction and Large Print Westerns is due to use in holiday and end panel displays.
- Ms. Angel W., a preschool teacher from Florence, SC, makes a special trip to the children's room to check out books for her classroom. She stated, "I love this library. The staff are all helpful. I really love the safety here and parking."

## **VII. Interlibrary Loans**

### **October**

- Borrowed **255** items from other institutions
- Loaned **149** items to other institutions

### **November**

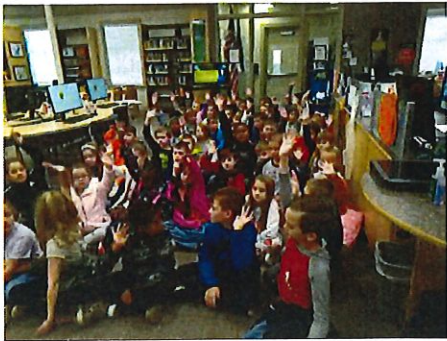
- Borrowed **255** items from other institutions
- Loaned **149** items to other institutions

### **December**

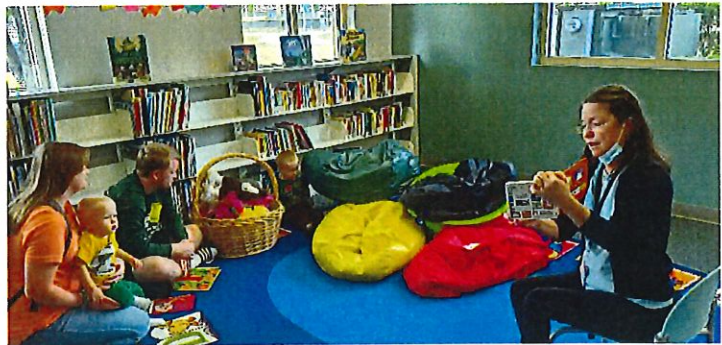
- Borrowed **255** items from other institutions
- Loaned **149** items to other institutions



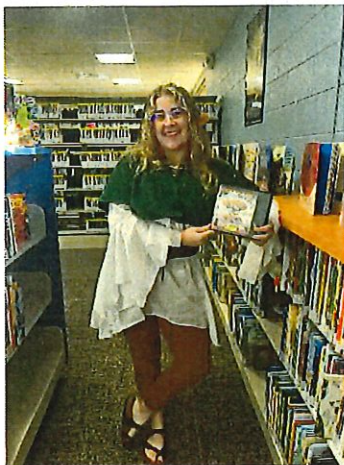
## October in Photos



Midland Elementary @ Aynor Library



Mrs. Allyson providing storytime @ Green Sea-Floyds Library



Addison @ Bucksport Library  
for Staff Costume Contest



St. Paul's Day School @ Conway Library



Adulting 101 @ Green Sea-Floyds Library



Fall Fest @ Little River Library





Little River Medical Center @ Green Sea-Floyds Library



Local Artist Display @ Loris Library



All About Seeds  
@North Myrtle Beach Library



Veteran's Day Display  
@ Socastee Library



Imagination Station  
@ Surfside Beach Library

## December in Photos



Patron Appreciation  
@ Aynor Library



Mrs. Claus  
@ Bucksport Library



Polar Express Storytime  
@ Conway Library

**Horry County Treasurer**  
**Summary of Certificate of Deposit**  
**& Money Market Accounts**  
**For the Month Ended**  
**October 31, 2022**

Date Opened	Maturity Date	Bank Name	Bank Rate	Account Number	Account Name	September Investment	October Interest	October Transfer In	October Transfer Out	October Investment	Date Closed
5/27/21 10/26/22		Bank of America	5.25	25001111111111111111	Bank of America - Money Market	\$4,712,856.85	\$18.00			\$4,722,851.40	

800 Shades Creek Parkway, Suite 350, Birmingham, AL 35209



Horry County Library  
1301 2nd Avenue, Suite 1C09  
Conway, SC 29526

## Repurchase Statement

October 28, 2022

### Account information:

Customer number: 001011117750

For Dates: 09/30/2022-10/31/2022

### Call us

866-322-5619

This repurchase statement is for your records

Date	Maturity Date	Debit Amount	Rate	Interest	Maturity Amount
09/30/2022	10/03/2022	\$4,054,780.02	2.250 %	\$760.27	\$4,055,540.29
10/03/2022	10/04/2022	\$4,055,540.29	2.250 %	\$253.47	\$4,055,793.76
10/04/2022	10/05/2022	\$4,055,793.76	2.250 %	\$253.49	\$4,056,047.25
10/05/2022	10/06/2022	\$4,056,047.25	2.250 %	\$253.50	\$4,056,300.75
10/06/2022	10/07/2022	\$4,056,300.75	2.250 %	\$253.52	\$4,056,554.27
10/07/2022	10/11/2022	\$4,056,554.27	2.250 %	\$1,014.14	\$4,057,568.41
10/11/2022	10/12/2022	\$4,057,568.41	2.250 %	\$253.60	\$4,057,822.01
10/12/2022	10/13/2022	\$4,057,822.01	2.400 %	\$270.52	\$4,058,092.53
10/13/2022	10/14/2022	\$4,058,092.53	2.400 %	\$270.54	\$4,058,363.07
10/14/2022	10/17/2022	\$4,058,363.07	2.400 %	\$811.67	\$4,059,174.74
10/17/2022	10/18/2022	\$4,059,174.74	2.400 %	\$270.61	\$4,059,445.35
10/18/2022	10/19/2022	\$4,059,445.35	2.400 %	\$270.63	\$4,059,715.98
10/19/2022	10/20/2022	\$4,059,715.98	2.400 %	\$270.65	\$4,059,986.63
10/20/2022	10/21/2022	\$4,059,986.63	2.400 %	\$270.67	\$4,060,257.30
10/21/2022	10/24/2022	\$4,060,257.30	2.400 %	\$812.05	\$4,061,069.35
10/24/2022	10/25/2022	\$4,061,069.35	2.400 %	\$270.74	\$4,061,340.09
10/25/2022	10/26/2022	\$4,061,340.09	2.400 %	\$270.76	\$4,061,610.85
10/26/2022	10/27/2022	\$4,061,610.85	2.400 %	\$270.77	\$4,061,881.62
10/27/2022	10/28/2022	\$4,061,881.62	2.400 %	\$270.79	\$4,062,152.41
10/28/2022	10/31/2022	\$4,062,152.41	2.400 %	\$812.43	\$4,062,964.84
<b>Total</b>		<b>\$81,173,496.68</b>		<b>\$8,184.82</b>	

Average Daily Investment Amount For Month: \$4,058,674.83

Average Daily Rate Amount For Month: 2.347 %

Average Daily Interest Amount For Month: \$409.24

### What you need to do

Please review the statement details above to insure the information coincides with your records and retain. If the information does not agree with your records, please notify us immediately.

In the event of default, the customer will have the right to direct the bank to sell the securities and apply the proceeds in satisfaction of any repo seller liability and the bank will not exercise its right of substitution.

**Securities are Not FDIC Insured, are not an obligation of or guaranteed by Synovus Bank, and involve investment risks including loss of principal.**



# South Carolina Office of State Treasurer

Curtis M. Loftis, Jr.

Local Government Investment Pool

Statement of Account

11/01/2022 - 11/30/2022

HORRY COUNTY TREASURER  
THOMPSON ESTATE LIBRARY  
1301 2ND AVE SUITE 1C09  
CONWAY, SC 29526

Account Number: 2595  
Beginning Balance: 659,886.56  
Ending Balance: 662,023.26  
Average Balance: 659,886.56  
Average Interest Rate (365): 3.9395 %

Date	Description	Contributions	Withdrawals	Balance
11/01/2022	Beginning Balance			659,886.56
11/30/2022	Reinvestment	2,136.70		662,023.26

	Funds Received	Funds Withdrawn	Interest Earned
MTD	0.00	0.00	2,136.70
YTD	0.00	0.00	7,608.65

**Horry County Treasurer**  
**Summary of Certificate of Deposit**  
**& Money Market Accounts**  
**For the Month Ended**  
**December 31, 2022**

Date Opened	Maturity Date	Bank Name	Bank Rate	Account Number	Account Name	November Investment	December Interest	December Transfer In	December Transfer Out	December Investment	Date Closed
5/24/19		STIRLING	3.84	2595 Thompson State Street	2595 Thompson State Street	662,022.36	2,128.71			664,151.07	
10/29/20		SYRACUSE	3.00	7501 Thompson State Street	7501 Thompson State Street	4,077,519.65	10,197.69			4,087,717.34	
						<b>\$4,734,342.91</b>				<b>\$4,746,968.34</b>	

800 Shades Creek Parkway, Suite 350, Birmingham, AL 35209



Horry County Library  
1301 2nd Avenue, Suite 1C09  
Conway, SC 29526

## Repurchase Statement

December 29, 2022

### Account Information:

Customer number: 001011117750

For Dates: 11/30/2022-12/29/2022

Call us

866-322-5619

This repurchase statement is for your records

Date	Maturity Date	Debit Amount	Rate	Interest	Maturity Amount
11/30/2022	12/01/2022	\$4,072,319.65	2.800 %	\$316.74	\$4,072,636.39
12/01/2022	12/02/2022	\$4,072,636.39	2.800 %	\$316.76	\$4,072,953.15
12/02/2022	12/05/2022	\$4,072,953.15	2.800 %	\$950.36	\$4,073,903.51
12/05/2022	12/06/2022	\$4,073,903.51	2.800 %	\$316.86	\$4,074,220.37
12/06/2022	12/07/2022	\$4,074,220.37	2.800 %	\$316.88	\$4,074,537.25
12/07/2022	12/08/2022	\$4,074,537.25	2.800 %	\$316.91	\$4,074,854.16
12/08/2022	12/09/2022	\$4,074,854.16	2.800 %	\$316.93	\$4,075,171.09
12/09/2022	12/12/2022	\$4,075,171.09	2.800 %	\$950.87	\$4,076,121.96
12/12/2022	12/13/2022	\$4,076,121.96	2.800 %	\$317.03	\$4,076,438.99
12/13/2022	12/14/2022	\$4,076,438.99	2.800 %	\$317.06	\$4,076,756.05
12/14/2022	12/15/2022	\$4,076,756.05	2.800 %	\$317.08	\$4,077,073.13
12/15/2022	12/16/2022	\$4,077,073.13	3.200 %	\$362.41	\$4,077,435.54
12/16/2022	12/19/2022	\$4,077,435.54	3.200 %	\$1,087.32	\$4,078,522.86
12/19/2022	12/20/2022	\$4,078,522.86	3.200 %	\$362.54	\$4,078,885.40
12/20/2022	12/21/2022	\$4,078,885.40	3.200 %	\$362.57	\$4,079,247.97
12/21/2022	12/22/2022	\$4,079,247.97	3.200 %	\$362.60	\$4,079,610.57
12/22/2022	12/23/2022	\$4,079,610.57	3.200 %	\$362.63	\$4,079,973.20
12/23/2022	12/27/2022	\$4,079,973.20	3.200 %	\$1,450.66	\$4,081,423.86
12/27/2022	12/28/2022	\$4,081,423.86	3.200 %	\$362.79	\$4,081,786.65
12/28/2022	12/29/2022	\$4,081,786.65	3.200 %	\$362.83	\$4,082,149.48
12/29/2022	12/30/2022	\$4,082,149.48	3.200 %	\$362.86	\$4,082,512.34
Total		\$85,616,021.23		\$10,192.69	

Average Daily Investment Amount For Month: \$4,076,953.39

Average Daily Rate Amount For Month: 2.990 %

Average Daily Interest Amount For Month: \$485.37

### What you need to do


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**Horry County Library Department Fiscal Year 2022-2023**  
**Summary by Fund**  
**Preliminary October, 2022 Year-to-Date**

	Operating	Grants Fund	Gifts-Conway Library Endowment	Fiduciary-Library Endowment	Capital Projects Fund
	Fund 100 Department 126	Fund 490	Fund 486	Fund 830	Fund 200
Intergovernmental	\$ 395,015	\$ 1,000	\$ -	\$ -	\$ -
Fees/Fines	26,139	-	-	-	-
Interest/Other	-	-	\$ 19,031	501	-
<b>Total Revenues</b>	<b>421,154</b>	<b>1,000</b>	<b>19,031</b>	<b>501</b>	<b>-</b>
Personnel Costs	1,094,268	-	-	-	-
Contractual Services	273,307	-	-	-	-
Supplies & Materials	374,630	-	-	-	-
Business & Transportation	9,740	-	-	-	-
Other	13,452	17,166	-	-	10,497
Capital Outlay	-	-	-	-	-
<b>Total Expenditures</b>	<b>1,765,396</b>	<b>17,166</b>	<b>-</b>	<b>-</b>	<b>10,497</b>
<b>Subtotal - Net Surplus (Deficit) before Transfers</b>	<b>(1,344,243)</b>	<b>(16,166)</b>	<b>19,031</b>	<b>501</b>	<b>(10,497)</b>
Transfer In	-	5,683	-	-	33,333
Transfer Out	(39,016)	-	-	-	-
<b>Total Net Surplus / (Deficit) taken from Fund Balance</b>	<b>\$ (1,383,259)</b>	<b>\$ (10,483)</b>	<b>\$ 19,031</b>	<b>\$ 501</b>	<b>\$ 22,836</b>
<b>Est. Available Fund Balance (General Fund Unassigned)</b>	<b>\$ (1,383,259)</b>	<b>\$ (10,483)</b>	<b>\$ 4,712,857</b>	<b>\$ 46,597</b>	<b>\$ 2,157,121</b>



## Summary of Operating Revenue & Expenditures

### Fund 100 Department 126

Preliminary October, 2022 Year-to-Date

OBJECT	ACCOUNT DESCRIPTION	ORIGINAL APPROP	TRANSFRS/ ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
510008	Rents & leases	10,580.00	1,060.00	11,640.00	4,188.49	6,391.31	1,060.20	90.9%
510010	Insurance-bldg/contents	75,037.30	-	75,037.30	26,219.63	-	48,817.67	34.9%
510011	Insurance-vehicle	6,477.00	-	6,477.00	1,861.28	-	4,615.72	28.7%
510012	Insurance-other	237.51	-	237.51	75.40	-	162.11	31.7%
510014	Computer services	206,558.79	(18,000.00)	188,558.79	94,697.76	-	93,861.03	50.2%
510015	Storm water fees	3,800.00	-	3,800.00	-	-	3,800.00	0.0%
510019	Pest control	7,500.00	-	7,500.00	190.00	3,800.00	3,510.00	53.2%
510024	Maintenance service contracts	-	49,676.08	49,676.08	44,315.39	4,934.67	426.02	99.1%
510025	Refunds and overpayments	350.00	-	350.00	181.81	-	168.19	51.9%
510033	Inter library loan charges	400.00	-	400.00	27.95	-	372.05	7.0%
510053	Credit card fees	11,350.00	-	11,350.00	2,289.81	4,538.44	4,521.75	60.2%
<b>Supplies &amp; Materials</b>								
520000	Furniture non-capital	8,279.39	-	8,279.39	1,062.24	-	7,217.15	12.8%
520001	Printing & binding	8,000.00	(1,060.00)	6,940.00	952.42	-	5,987.58	13.7%
520002	Postage	1,500.00	-	1,500.00	179.11	-	1,320.89	11.9%
520004	Office supplies	26,000.00	-	26,000.00	2,749.93	-	23,250.07	10.6%
520007	Equipment non-capital	5,571.72	-	5,571.72	348.18	-	5,223.54	6.2%
520013	Cleaning supplies	15,750.00	-	15,750.00	1,714.79	-	14,035.21	10.9%
520016	Specialized supplies	46,000.00	(995.39)	45,004.61	15,967.67	-	29,036.94	35.5%
520017	Uniforms & clothing	850.00	-	850.00	-	-	850.00	0.0%
520018	Books & educational supplies	450,000.00	-	450,000.00	212,984.20	492,974.32	(255,958.52)	156.9%
520020	Libra Maint InHse Repairs&Main	97,000.00	1,966.92	98,966.92	49,497.18	-	49,469.74	50.0%
520023	Operating expenditures-lottery	-	59,136.15	59,136.15	-	-	59,136.15	0.0%
520025	Audio visual supplies	100,000.00	-	100,000.00	8,391.14	-	91,608.86	100.0%
520026	E-books	405,000.00	-	405,000.00	51,520.68	168,479.32	185,000.00	100.0%
520027	Electronic resources	51,371.46	-	51,371.46	22,774.20	6,000.00	22,597.26	56.0%
520029	Periodicals	45,000.00	-	45,000.00	-	-	45,000.00	100.0%
520030	IT equipment non-capital	24,801.87	(5,682.84)	19,119.03	36.72	-	19,082.31	0.2%
520050	Maintenance in-house projects	-	10,930.01	10,930.01	-	-	10,930.01	0.0%
520099	Mang Print Serv Allocations	19,321.44	-	19,321.44	6,451.06	-	12,870.38	33.4%





# Summary of Capital Projects Revenue & Expenditures

Fund 200 Department 126

Preliminary October, 2022 Year-to-Date

OBJECT	ACCOUNT DESCRIPTION	ORIGINAL APPROP	TRANSFRS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
<b>REVENUES:</b>								
Transfer In								
480010	Transfer for general	\$ (100,000.00)	-	\$ (100,000.00)	\$ (33,333.32)	-	\$ (66,666.68)	33.3%
480030	Transfer for Libr Thomp Estate	-	(1,760,072.80)	\$(1,760,072.80)	-	-	(1,760,072.80)	0.0%
	Total Revenues	(100,000.00)	(1,760,072.80)	(1,860,072.80)	(33,333.32)	-	(1,826,739.48)	1.8%
<b>EXPENDITURES:</b>								
Capital Outlay								
540016	Library Capital projects	100,000.00	-	100,000.00	-	-	100,000.00	0.0%
540016	Conwy LibEndowCapital projects	-	1,760,072.80	1,760,072.80	-	14,600.00	1,745,472.80	0.8%
540016	Capital projects-Aynor	-	25,000.00	25,000.00	-	-	25,000.00	0.0%
540016	Capital projects-Bookmobile	-	5,000.00	5,000.00	-	-	5,000.00	0.0%
540016	Capital projects-Bucksport	-	25,000.00	25,000.00	-	-	25,000.00	0.0%
540016	Capital projects-GS Floyds	-	25,000.00	25,000.00	-	-	25,000.00	0.0%
540016	Capital projects-Little River	-	80,000.00	80,000.00	-	-	80,000.00	0.0%
540016	Capital projects-Socastee	-	80,000.00	80,000.00	-	-	80,000.00	0.0%
540032	Loris Library Land/Parking	-	-	-	-	-	-	#DIV/0!
Contingency								
550000	Lib Contingency	-	23,715.00	23,715.00	-	-	23,715.00	0.0%
Other								
580014	Library RFID	-	10,497.39	10,497.39	10,497.39	-	-	100.0%
	Total Expenditures	\$ 100,000.00	\$2,034,285.19	\$ 2,134,285.19	\$ 10,497.39	\$ 14,600.00	\$ 2,109,187.80	





# Summary of Operating Revenue & Expenditures

Fund 100 Department 126

Preliminary November, 2022 Year-to-Date

OBJECT	ACCOUNT DESCRIPTION	ORIGINAL APPROP	TRANSFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
<b>REVENUES:</b>								
Intergovernmental								
411008	State-library	(789,812.00)	-	(789,812.00)	(395,014.76)	\$ -	\$ (394,797.24)	50.0%
411020	State-lottery	-	-	-	-	-	\$ -	
Fees/Fines								
420000	Fees-copies	(75,000.00)	-	(75,000.00)	(21,845.49)	-	(53,154.51)	29.1%
420027	Fees-library	(35,000.00)	-	(35,000.00)	(11,226.64)	-	(23,773.36)	32.1%
	Total Revenues	(899,812.00)	-	(899,812.00)	(428,086.89)	-	(471,725.11)	47.6%
<b>EXPENDITURES:</b>								
Personnel Costs								
500000	Salaries-regular	2,512,700.00	67,187.50	2,579,887.50	918,186.69	-	1,661,700.81	35.8%
500001	Salaries-overtime	350.00	-	350.00	190.24	-	159.76	54.4%
500003	Salaries-temporary	170,120.00	312.50	170,432.50	34,856.67	-	135,575.83	20.5%
500005	Board members	2,000.00	-	2,000.00	-	-	2,000.00	0.0%
500006	Taxes-FICA	184,721.00	5,187.67	189,908.67	72,474.67	-	117,434.00	38.2%
500007	Retirement-regular	436,867.00	-	436,867.00	150,210.26	-	286,656.74	34.4%
500010	Insurance-health	620,892.00	-	620,892.00	167,303.96	-	453,588.04	26.9%
500011	Insurance-life	5,192.00	-	5,192.00	1,866.31	-	3,325.69	35.9%
500012	Insurance-workers comp	11,433.00	210.51	11,643.51	2,861.49	-	8,782.02	24.6%
500013	Insurance-bond	918.63	-	918.63	-	-	918.63	0.0%
500014	Insurance-tort	6,555.43	-	6,555.43	2,324.70	-	4,230.73	35.5%
500016	Insurance supplemental tort	1,765.00	-	1,765.00	533.75	-	1,231.25	30.2%
500018	HR Employee medical	22,789.00	-	22,789.00	9,334.60	-	13,454.40	41.0%
500034	Gift	14,216.00	-	14,216.00	13,427.17	-	788.83	94.5%
Contractual Services								
510000	Electricity	301,137.67	-	301,137.67	95,931.29	-	205,206.38	31.9%
510001	Water & sewer	23,379.99	-	23,379.99	7,370.17	-	16,009.82	31.5%
510002	Telephone	20,000.00	-	20,000.00	3,458.19	-	16,541.81	17.3%
510003	Cellular & data	5,000.00	18,000.00	23,000.00	3,647.12	-	19,352.88	15.9%
510005	Professional services	20,000.00	-	20,000.00	3,254.00	-	16,746.00	16.3%
510006	Service contracts	30,396.20	-	30,396.20	28,911.21	-	1,484.99	95.1%
510007	Advertising & signs	1,200.00	-	1,200.00	-	-	1,200.00	0.0%






# Summary of Operating Revenue & Expenditures

Fund 100 Department 126

Preliminary November, 2022 Year-to-Date

OBJECT	ACCOUNT DESCRIPTION	ORIGINAL APPROP	TRANSFRS/ ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
Business & Transportation								
530000	Memberships & dues	3,500.00	-	3,500.00	551.00	-	2,949.00	15.7%
530001	Training & meetings	10,000.00	-	10,000.00	5,699.40	-	4,300.60	57.0%
530003	Gas & lubricants	20,000.00	-	20,000.00	5,267.89	-	14,732.11	26.3%
530005	Maintenance-vehicle	15,183.71	-	15,183.71	1,371.75	-	13,811.96	9.0%
Other								
550001	State park pass program	-	10,196.40	10,196.40	-	-	10,196.40	0.0%
580001	Vehicle cost recovery	36,762.00	-	36,762.00	15,317.50	-	21,444.50	41.7%
580016	Grant Match	-	2,337.36	2,337.36	1,197.68	1,139.68	-	100.0%
580031	Over/short	-	-	-	-	-	-	100.0%
584046	Chapin Library	35,000.00	-	35,000.00	-	-	35,000.00	0.0%
Transfer Out								
582000	Transfer out	100,000.00	5,682.84	105,682.84	47,349.49	-	58,333.35	44.8%
Total Expenditures \$		6,238,815.11 \$	207,971.71 \$	6,446,786.82 \$	2,227,884.04 \$	623,596.13 \$	3,595,306.65	

**Horry County Library Department Fiscal Year 2022-2023**  
**Summary by Fund**  
**Preliminary December, 2022 Year-to-Date**

	Operating	Grants Fund	Gifts-Conway Library Endowment	Fiduciary-Library Endowment	Capital Projects Fund
	Fund 100 Department 126	Fund 490	Fund 486	Fund 830	Fund 200
Intergovernmental	\$ 395,015	\$ 3,859	\$ -	\$ -	\$ -
Fees/Fines	39,888	-	-	-	-
Interest/Other	-	-	\$ 40,518	1,164	-
<b>Total Revenues</b>	<b>434,903</b>	<b>3,859</b>	<b>40,518</b>	<b>1,164</b>	<b>-</b>
Personnel Costs	1,640,406	-	-	-	-
Contractual Services	353,702	-	-	-	-
Supplies & Materials	506,117	-	-	-	-
Business & Transportation	14,238	-	-	-	-
Other	20,304	17,223	-	-	10,497
Capital Outlay	-	-	-	-	-
<b>Total Expenditures</b>	<b>2,534,767</b>	<b>17,223</b>	<b>-</b>	<b>-</b>	<b>10,497</b>
<b>Subtotal - Net Surplus (Deficit) before Transfers</b>	<b>(2,099,864)</b>	<b>(13,364)</b>	<b>40,518</b>	<b>1,164</b>	<b>(10,497)</b>
Transfer In	-	5,683	-	-	50,000
Transfer Out	(55,683)	-	-	-	-
<b>Total Net Surplus / (Deficit) taken from Fund Balance</b>	<b>\$ (2,155,547)</b>	<b>\$ (7,681)</b>	<b>\$ 40,518</b>	<b>\$ 1,164</b>	<b>\$ 39,503</b>
<b>Est. Available Fund Balance (General Fund Unassigned)</b>	<b>\$ (2,155,547)</b>	<b>\$ (7,681)</b>	<b>\$ 4,734,343</b>	<b>\$ 47,922</b>	<b>\$ 2,173,788</b>



**Summary of Operating Revenue & Expenditures**  
Fund 100 Department 126  
Preliminary December, 2022 Year-to-Date

OBJECT	ACCOUNT DESCRIPTION	ORIGINAL APPROP	TRANSFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
510008	Rents & leases	10,580.00	1,060.00	11,640.00	6,576.63	4,533.17	530.20	95.4%
510010	Insurance-bldg/contents	75,037.30	-	75,037.30	39,322.95	-	35,714.35	52.4%
510011	Insurance-vehicle	6,477.00	-	6,477.00	2,791.92	-	3,685.08	43.1%
510012	Insurance-other	237.51	-	237.51	113.10	-	124.41	47.6%
510014	Computer services	206,558.79	(18,000.00)	188,558.79	99,112.66	-	89,446.13	52.6%
510015	Storm water fees	3,800.00	-	3,800.00	1,583.96	-	2,216.04	41.7%
510019	Pest control	7,500.00	-	7,500.00	1,140.00	2,850.00	3,510.00	53.2%
510024	Maintenance service contracts	-	51,502.08	51,502.08	47,188.55	3,886.76	426.77	99.2%
510025	Refunds and overpayments	350.00	-	350.00	201.81	-	148.19	57.7%
510033	Inter library loan charges	400.00	-	400.00	27.95	-	372.05	7.0%
510053	Credit card fees	11,350.00	-	11,350.00	4,222.59	3,803.80	3,323.61	70.7%
<b>Supplies &amp; Materials</b>								
520000	Furniture non-capital	8,279.39	-	8,279.39	2,253.60	-	6,025.79	27.2%
520001	Printing & binding	8,000.00	(1,060.00)	6,940.00	3,330.09	-	3,609.91	48.0%
520002	Postage	1,500.00	-	1,500.00	254.11	-	1,245.89	16.9%
520004	Office supplies	26,000.00	-	26,000.00	4,090.80	-	21,909.20	15.7%
520007	Equipment non-capital	5,571.72	-	5,571.72	453.59	-	5,118.13	8.1%
520013	Cleaning supplies	15,750.00	-	15,750.00	3,409.24	-	12,340.76	21.6%
520016	Specialized supplies	46,000.00	(995.39)	45,004.61	17,863.91	-	27,140.70	39.7%
520017	Uniforms & clothing	850.00	-	850.00	-	-	850.00	0.0%
520018	Books & educational supplies	450,000.00	-	450,000.00	307,797.90	399,196.37	(256,994.27)	157.1%
520020	Libra Maint InHse Repairs&Main	97,000.00	1,966.92	98,966.92	23,365.20	-	75,601.72	23.6%
520023	Operating expenditures-lottery	-	59,136.15	59,136.15	-	-	59,136.15	0.0%
520025	Audio visual supplies	100,000.00	-	100,000.00	8,391.14	-	91,608.86	100.0%
520026	E-books	405,000.00	-	405,000.00	89,800.20	130,199.80	185,000.00	100.0%
520027	Electronic resources	51,371.46	-	51,371.46	31,179.86	6,000.00	14,191.60	72.4%
520029	Periodicals	45,000.00	-	45,000.00	828.27	-	44,171.73	1.8%
520030	IT equipment non-capital	24,801.87	(5,682.84)	19,119.03	2,687.90	-	16,431.13	14.1%
520050	Maintenance in-house projects	-	10,930.01	10,930.01	-	-	10,930.01	0.0%
520099	Mang Print Serv Allocations	19,321.44	-	19,321.44	10,410.91	-	8,910.53	53.9%





# Summary of Capital Projects Revenue & Expenditures

Fund 200 Department 126

Preliminary December, 2022 Year-to-Date

OBJECT	ACCOUNT DESCRIPTION	ORIGINAL APPROP	TRANSFRS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
<b>REVENUES:</b>								
Transfer In								
480010	Transfer for general	\$ (100,000.00)	-	\$ (100,000.00)	\$ (49,999.98)	-	\$ (50,000.02)	50.0%
480030	Transfer for Libr Thomp Estate	-	(1,760,072.80)	\$ (1,760,072.80)	-	-	(1,760,072.80)	0.0%
	Total Revenues	(100,000.00)	(1,760,072.80)	(1,860,072.80)	(49,999.98)	-	(1,810,072.82)	2.7%
<b>EXPENDITURES:</b>								
Capital Outlay								
540016	Library Capital projects	100,000.00	-	100,000.00	-	-	100,000.00	0.0%
540016	Conwy LibEndowCapital projects	-	1,760,072.80	1,760,072.80	-	14,600.00	1,745,472.80	0.8%
540016	Capital projects-Aynor	-	25,000.00	25,000.00	-	-	25,000.00	0.0%
540016	Capital projects-Bookmobile	-	5,000.00	5,000.00	-	-	5,000.00	0.0%
540016	Capital projects-Bucksport	-	25,000.00	25,000.00	-	-	25,000.00	0.0%
540016	Capital projects-GS Floyds	-	25,000.00	25,000.00	-	-	25,000.00	0.0%
540016	Capital projects-Little River	-	80,000.00	80,000.00	-	-	80,000.00	0.0%
540016	Capital projects-Socastee	-	80,000.00	80,000.00	-	-	80,000.00	0.0%
540032	Loris Library Land/Parking	-	-	-	-	-	-	#DIV/0!
Contingency								
550000	Lib Contingency	-	23,715.00	23,715.00	-	-	23,715.00	0.0%
Other								
580014	Library RFID	-	10,497.39	10,497.39	10,497.39	-	-	100.0%
	Total Expenditures	\$ 100,000.00	\$ 2,034,285.19	\$ 2,134,285.19	\$ 10,497.39	\$ 14,600.00	\$ 2,109,187.80	

	New Customers Registered This Month	New Customers Registered Last Year	Percent Change	Customer Traffic Count This Month	Customer Traffic Count Last Year	Percent Change	Enterprise / Website Users This Month	Enterprise / Website Users Last Year	Percent Change
Aynor	29	17	70.6%	818	591	38.4%			
Bookmobile	3	0	0.0%	57	0	0.0%			
Bucksport	13	4	225.0%	395	310	27.4%			
Carolina Forest	336	142	136.6%	13,378	4,905	172.7%			
Conway	188	130	44.6%	7,111	5,333	33.3%			
Green Sea/Floyds	12	13	-7.7%	1,559	1,051	48.3%			
Little River	85	48	77.1%	2,849	2,307	23.5%			
Loris	29	25	16.0%	1,075	1,036	3.8%			
North Myrtle Beach	133	87	52.9%	5,899	4,886	20.7%			
Socastee	152	124	22.6%	6,491	4,597	41.2%			
Surfside Beach	145	127	14.2%	6,379	4,897	30.3%			
<b>Total</b>	<b>1,125</b>	<b>717</b>	<b>56.9%</b>	<b>46,011</b>	<b>29,913</b>	<b>53.8%</b>	<b>10,209</b>	<b>11,221</b>	<b>-9.0%</b>

	New Customers Registered This Month	New Customers Registered This Month Last Year	Percent Change	Customer Traffic Count This Month	Customer Traffic Count This Month Last Year	Percent Change	Enterprise / Website Users This Month	Enterprise / Website Users This Month Last Year	Percent Change
Aynor	16	11	45.5%	722	646	11.8%			
Bookmobile	1	0	0.0%	36	0	0.0%			
Bucksport	8	3	166.7%	557	299	86.3%			
Carolina Forest	245	132	85.6%	10,455	4,825	116.7%			
Conway	154	96	60.4%	6,915	5,477	26.3%			
Green Sea/Floyds	9	3	200.0%	1,168	1,057	10.5%			
Little River	56	69	-18.8%	2,496	2,251	10.9%			
Loris	17	10	70.0%	964	872	10.6%			
North Myrtle Beach	110	105	4.8%	5,316	4,645	14.4%			
Socastee	134	108	24.1%	6,126	4,697	30.4%			
Surfside Beach	144	112	28.6%	5,403	4,976	8.6%			
Total	894	649	37.8%	40,158	29,745	35.0%	9,893	10,837	-8.7%



	New Customers Registered This Month	New Customers Registered This Month Last Year	Percent Change	Customer Traffic Count This Month	Customer Traffic Count This Month Last Year	Percent Change	Enterprise / Website Users This Month	Enterprise / Website Users This Month Last Year	Percent Change
Aynor	8	10	-20.0%	586	550	6.5%			
Bookmobile	8	0	0.0%	25	0	0.0%			
Bucksport	4	4	0.0%	389	310	25.5%			
Carolina Forest	152	116	31.0%	4,901	4,023	21.8%			
Conway	123	81	51.9%	5,659	4,384	29.1%			
Green Sea/Floyds	4	4	0.0%	1,062	795	33.6%			
Little River	62	40	55.0%	2,311	2,141	7.9%			
Loris	18	12	50.0%	883	881	0.2%			
North Myrtle Beach	87	69	26.1%	4,627	4,758	-2.8%			
Socastee	78	72	8.3%	4,839	3,971	21.9%			
Surfside Beach	123	91	35.2%	5,121	4,446	15.2%			
Total	667	499	33.7%	30,403	26,259	15.8%	9,754	9,126	6.9%

	New Customers Registered This Month	New Customers Registered This Month Last Year	Percent Change	Customer Traffic Count This Month	Customer Traffic Count This Month Last Year	Percent Change	Enterprise / Website Users This Month	Enterprise / Website Users This Month Last Year	Percent Change
Aynor	45	56	-19.6%	1,932	2,814	-31.3%			
Bookmobile	2	6	-66.7%	459	662	-30.7%			
Bucksport	24	23	4.3%	955	1,423	-32.9%			
Carolina Forest	521	745	-30.1%	14,261	20,458	-30.3%			
Conway	468	516	-9.3%	14,932	23,391	-36.2%			
Green Sea/Floyds	33	37	-10.8%	2,038	3,648	-44.1%			
Little River	159	247	-35.6%	5,847	9,836	-40.6%			
Loris	135	101	33.7%	2,376	4,662	-49.0%			
North Myrtle Beach	281	383	-26.6%	12,499	19,937	-37.3%			
Socastee	322	471	-31.6%	13,467	20,715	-35.0%			
Surfside Beach	381	524	-27.3%	13,995	21,702	-35.5%			
Total	2,371	3,109	-23.7%	82,761	129,248	-36.0%	43,966	40,981	7.3%

	New Customers Registered This Month	New Customers Registered This Month Last Year	Percent Change	Customer Traffic Count This Month	Customer Traffic Count This Month Last Year	Percent Change	Enterprise / Website Users This Month	Enterprise / Website Users This Month Last Year	Percent Change
Aynor	105	67	56.7%	4,285	3,460	23.8%			
Bookmobile	9	6	50.0%	570	662	-13.9%			
Bucksport	51	26	96.2%	2,299	1,722	33.5%			
Carolina Forest	1,369	877	56.1%	44,451	25,283	75.8%			
Conway	966	612	57.8%	35,523	28,868	23.1%			
Green Sea/Floyds	64	40	60.0%	5,964	4,705	26.8%			
Little River	393	316	24.4%	13,808	12,087	14.2%			
Loris	382	111	244.1%	5,508	5,534	-0.5%			
North Myrtle Beach	644	488	32.0%	28,816	24,582	17.2%			
Socastee	767	579	32.5%	32,219	25,412	26.8%			
Surfside Beach	826	636	29.9%	31,410	26,678	17.7%			
Total	5,576	3,758	48.4%	204,853	158,993	28.8%	53,859	51,818	3.9%

	New Customers Registered This Month	New Customers Registered This Month Last Year	Percent Change	Customer Traffic Count This Month	Customer Traffic Count This Month Last Year	Percent Change	Enterprise / Website Users This Month	Enterprise / Website Users This Month Last Year	Percent Change
Aynor	113	77	46.8%	4,871	4,010	21.5%			
Bookmobile	17	6	183.3%	595	662	-10.1%			
Bucksport	55	30	83.3%	2,688	2,032	32.3%			
Carolina Forest	1,521	993	53.2%	49,352	29,306	68.4%			
Conway	1,089	693	57.1%	41,182	33,252	23.8%			
Green Sea/Floyds	68	44	54.5%	7,026	5,500	27.7%			
Little River	455	356	27.8%	16,119	14,228	13.3%			
Loris	400	123	225.2%	6,391	6,415	-0.4%			
North Myrtle Beach	731	557	31.2%	33,443	29,340	14.0%			
Socastee	845	651	29.8%	37,058	29,383	26.1%			
Surfside Beach	949	727	30.5%	36,531	31,124	17.4%			
Total	6,243	4,257	46.7%	235,256	185,252	27.0%	63,613	60,944	4.4%